



## SOCIAL SECURITY

Refer to:  
S9H: SSA-2019-000571

December 3, 2018

Sai Zai  
MuckRock News Dept  
MR 63294 411A Highland Ave  
Somerville, MA 02144  
[63294-99725263@requests.muckrock.com](mailto:63294-99725263@requests.muckrock.com)

Dear Sai Zai:

I am responding to your Freedom of Information Act (FOIA) request for:

1. “the entire Open Access Death Master File, in native electronic format, as defined in 15 CFR 1110.2”
2. All records relating to the fulfillment of this request, such as FOIA logs, documentation of searches, referral emails, etc., and
3. All records relating to any complaint(s), FOIA requests(s)/appeal(s), and/or Privacy Act requests(s)/appeal(s) made by you. This includes, but is not limited to:
  - a. All records relating to the processing of your requests, complaints, etc;
  - b. All records containing the terms: my name, email address(es), and other contact or identifying information, listed below my signature; and
  - c. All records containing any of my complaint, request or appeal identifiers.

Before we proceed with your request, I wanted to inform you about our fees for processing FOIA requests. The Social Security Administration (SSA) *Availability of Information and Records to the Public Regulation* (20 C.F.R. Part 402) has established fees to cover the cost of search, review, and duplication of documents. This regulation allows us to charge a fee for three categories of requests: (a) Commercial use request; (b) Educational and scientific institutions and news media requests; and (c) Other requesters which are not described in either (a) or (b). We have determined that you are a “commercial requester,” as described in 20 C.F.R. § 402.155(a); therefore, we will charge the cost of search, review, and duplication. In addition, according to our regulations at 20 C.F.R. § 402.175(e), we may charge a fee even if we are unable to locate any responsive records. For your convenience, I am enclosing a copy of our FOIA fee schedule.

We estimate that the cost of this information is \$8,184.00, which includes 248 hours of search and review time at \$33.00 an hour. Please note that we will review any information we locate for release under the FOIA.

If you want us to proceed with your request, **you must let us know**. You may also narrow the scope of your request or set a limit on the amount you are willing to spend. You may pay by check or money order made payable to SSA or by credit card (MasterCard, Visa, Discover, American Express, or Diner's Club). To pay by credit card, complete and sign the enclosed form. Be sure to include your credit card number and expiration date.

You may submit payment information by email to [FOIA.Public.Liaison@ssa.gov](mailto:FOIA.Public.Liaison@ssa.gov) or by mail to my attention at G-401 WHR, 6401 Security Boulevard, Baltimore, Maryland 21235. Please annotate the above reference number on your payment. **If we do not receive payment within ten business days from the date of this letter, we will administratively close your request.** You will not receive a separate notification that we closed your request.

If you have questions, or would like further assistance with your request, you may contact our FOIA Public Liaison by email at [FOIA.Public.Liaison@ssa.gov](mailto:FOIA.Public.Liaison@ssa.gov); by phone at 410-965-1727, by choosing Option 2; or facsimile at 410-966-0869.

You may also contact the Office of Government Information Services (OGIS) at the National Archives and Records Administration for dispute resolution services. OGIS is an entity outside of the Social Security Administration that offers mediation services to resolve disputes between FOIA requesters and Federal agencies. The contact information for OGIS is as follows: Office of Government Information Services, National Archives and Records Administration, 8601 Adelphi Road – OGIS, College Park, MD 20740-6001; email at [ogis@nara.gov](mailto:ogis@nara.gov); telephone at 202-741-5770; toll-free at 1-877-684-6448; or facsimile at 202-741-5769.

If you disagree with this decision, you may file a written appeal with the Executive Director for the Office of Privacy and Disclosure, Social Security Administration, G-401 WHR, 6401 Security Boulevard, Baltimore, Maryland 21235. Your appeal must be postmarked or electronically transmitted to [FOIA.Public.Liaison@ssa.gov](mailto:FOIA.Public.Liaison@ssa.gov) within 90 days of the date of our response to your initial request. Please mark the envelope or subject line with "Freedom of Information Appeal."

Sincerely,



Monica Chyn  
Acting Freedom of Information Officer

Enclosures